



KURT P. HENKE  
Fire Chief

# Sacramento Metropolitan Fire District

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## BOARD OF DIRECTORS – ACTION SUMMARY

Thursday, June 14, 2012 – 6:00 p.m.

City of Rancho Cordova City Hall-Council Chambers  
2729 Prospect Park Drive  
Rancho Cordova, California

### CALL TO ORDER

The meeting was called to order by President Jones. Board Members present: Clark, Goold [arrived 6:27 p.m.], Jones, Kelly, Monk, Orzalli, Pierson, Scheidegger. Director Newcomer, absent. Staff: Fire Chief Henke, Board Clerk Tilson, General Counsel John Lavra.

### PLEDGE TO FLAG

### METRO CABLE 14 ANNOUNCEMENT

The open session meeting is videotaped for cablecast on Metro Cable 14. Replay on Saturday, June 16 at 1:00 PM and Sunday, June 17 at 10:00 PM on Channel 14; Webcast at [www.sacmetrofire.ca.gov](http://www.sacmetrofire.ca.gov).

The open session meetings are also available for viewing on the District website at [www.metrofire.ca.gov](http://www.metrofire.ca.gov)

### PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION INCLUDING ITEMS ON OR NOT ON THE AGENDA

### CONSENT AGENDA:

1. Resolution No. 2012-70 – Redevelopment Agencies Oversight Boards Appointment – Ken Campo
2. Board Meeting Action Summary – May 24, 2012

- **Board Action:**

*Scheidegger/Pierson —Approve the Consent Agenda. Roll Call: Directors Clark, Monk, Orzalli, Pierson, Scheidegger, AYE. Directors Jones, Kelly, abstained. Directors Goold, Newcomer, absent. Motion passed.*

**ACTION ITEM(S):****1. Disclosure of Material Expenditure – Commercial Insurance –  
Special District Risk Management Authority—(D/C Mark Wells)**

- Staff will be expending funds in excess of the Formal Purchasing Policy threshold of \$35,000 requiring presentation to the Board of Directors. The expenditure will be payable to Special District Risk Management Authority (SDRMA) pursuant to Resolution No. 57-07 and the JPA agreement, in the amount of \$427,078.88.
- Wells Fargo Insurance Services provided the District's insurance brokerage services this year and managed the marketing of the District's commercial insurance. The commercial insurance package incorporates the following areas of coverage: property, automobile, and general liability. General liability is an all encompassing package and provides coverage of risk in several areas including employment practices, employment benefits and management liability. Several carriers were contacted during marketing with responses from five firms. The following summarizes the results.

<b>Carrier</b>	<b>Annual cost</b>	<b>Notes</b>
SDRMA, JPA pool	\$427,078.88	Does not include broker fees
ESIP	\$470,841.00	Does not include broker fees
VFIS	Declined to bid	Loss history
Fireman's Fund	No bid	Program not available in CA
Philadelphia	No bid	Declined –SMFD is too large

- SDRMA is the lowest, most responsive, responsible carrier and is the recommendation of Wells Fargo Insurance Services to carry the District's commercial insurance needs.
- Funds are budgeted in the Preliminary Budget for 2012/2013.
- Staff recommended the Board of Directors authorize the payment of \$427,078.88 to Special District Risk Management Authority for commercial insurance.
- **Board Action:**  
*Clark/Pierson—Approve the staff recommendation. Roll Call: Directors Clark, Jones, Kelly, Monk, Orzalli, Pierson, Scheidegger, AYE. Directors Goold, Newcomer, absent. Motion passed.*

**2. Disclosure of Material Expenditure – Aviation Liability Insurance – Ace Westchester Fire Insurance Company – (D/C Mark Wells)**

- Staff will be expending funds in excess of the Formal Purchasing Policy threshold of \$35,000 requiring presentation to the Board of Directors. The expenditure will be payable to ACE Westchester Fire Insurance Company in the amount of \$81,927.
- Wells Fargo Insurance Services provided the District's insurance brokerage services this year and managed the marketing of the District's aviation liability insurance. The aviation liability insurance package required coverage for two helicopters with \$1.5 million hull valuation and \$10 million bodily injury and property damage. The hull valuation increased from the previous years' valuation of \$1.2 million, due to improvements and economic impacts benefitting both helicopters. The insurance requested includes any pilot approved by Sac Metro Fire's Chief Pilot or designee and covers all uses in connection with the operations of Sac Metro Fire including mutual aid agreements. Several carriers were contacted during marketing with responses from four firms. The following summarizes the results.

Carrier	Annual cost	Notes
ACE	\$81,927	Incumbent
W. Brown & Assoc	\$95,600	
Starr Aviation	\$114,028	
Phoenix Aviation Managers	Declined to bid	

- ACE Westchester Fire Insurance Company is the lowest, most responsive, responsible carrier and is the recommendation of Wells Fargo Insurance Services to carry the District's aviation liability insurance needs.
- The fiscal impact is \$81,927. Funds in the amount of \$65,700 are budgeted in the Preliminary Budget for 2012/2013 for this division line item; however, decreases in the District's commercial insurance, and the expected overall increase in insurance coverage, allow sufficient funds in the District's overall insurance budget to meet this obligation.
- Staff recommended the Board of Directors authorize the payment of \$81,927 to ACE Westchester Fire Insurance Company for the purchase of aviation liability insurance.
- **Board Action:**  
*Clark/Kelly— Approve the staff recommendation. Roll Call: Directors Clark, Jones, Kelly, Monk, Orzalli, Pierson, Scheidegger, AYE. Directors Goold, Newcomer, absent. Motion passed.*

### 3. Disclosure of Material Expenditure – Excess Workers' Compensation Insurance – Safety National Casualty Corporation—(D/C Mark Wells)

[Director Goold arrived at 6:27 p.m.]

- Staff will be expending funds in excess of the Formal Purchasing Policy threshold of \$35,000 requiring presentation to the Board of Directors. The expenditure will be payable to Safety National Casualty Corporation not to exceed \$324,384.
- Wells Fargo Insurance Services provided the District's insurance brokerage services this year and managed the marketing of the District's excess workers' compensation liability insurance. This type of coverage provides the District additional insurance coverage in the event of a catastrophic workers' compensation loss that could occur in excess of our self-insured retention (the portion the District would pay before the insurance pays). For these quotes, self-insured retentions of \$2.5 million and \$3.0 million, per occurrence, were selected, consistent with limits chosen last year. Several carriers were contacted during marketing with responses from six firms. The following summarizes the results.

Carrier	Self-Insured Retention/Limit	Annual cost
Safety National	\$3,000,000/Statutory	\$324,384
New York Marine & General	\$2,500,000/\$50,000,000	\$180,000 Indication
Star Insurance Co.	\$1,000,000 first 12 months, \$650,000 second 12 months, \$350,000 third 12 months & every year thereafter / Statutory	Premium Range \$160,000 \$180,000
Arch Insurance Co	No bid	Not writing CA fire districts at this time
Midwest Employer Casualty	No bid	Not writing CA fire districts at this time, max limits of \$25mm.
ACE USA	No bid	Pulled out of fire districts in CA

- Safety National Casualty Corporation with an SIR of \$3,000,000 was chosen as the lowest, most responsive, responsible carrier and is the recommendation of Wells Fargo Insurance Services to carry the District's excess workers' compensation insurance needs. Based on loss history, no single workers' compensation claim has exceeded \$1 million, so a higher self-insured retention of \$3 million was chosen to keep the costs of insurance down. Safety's quote that includes statutory limits is the best policy an agency could secure and is therefore a more desirable choice than New York's limits of \$50 million. Safety National's quote of \$324,384 is an increase of 9% from the premium amount of last year's policy.

- Funds are budgeted in the Preliminary Budget for 2012/2013. Staff estimated there would be a 10% increase.
- Staff recommended the Board of Directors authorize the payment not to exceed \$324,384 to Safety National for excess workers' compensation insurance.
- **Board Action:**  
*Kelly/Orzalli— Approve the staff recommendation. Roll Call: Directors Clark, Goold, Jones, Kelly, Monk, Orzalli, Pierson, Scheidegger, AYE. Director Newcomer, absent. Motion passed.*

**4. Disclosure of Material Expenditure – Insurance Brokerage Services – Wells Fargo Insurance Services—(D/C Mark Wells)**

- Staff will be expending funds in excess of the Formal Purchasing Policy threshold of \$35,000 requiring presentation to the Board of Directors. The expenditure will be payable to Wells Fargo Insurance Services in the amount of \$40,000 for insurance brokerage services.
- Wells Fargo Insurance Services provides insurance brokerage services. Services include risk management, marketing, day-to-day consulting on servicing of insurance, claims services and risk engineering services. For the fiscal year 2012/2013, Wells Fargo Insurance Services brokered the District's commercial insurance package.
- Funds are budgeted in the Preliminary Budget for 2012/2013.
- Staff recommended the Board of Directors authorize the payment of \$40,000 to Wells Fargo Insurance Services for insurance brokerage services.
- **Board Action:**  
*Kelly/Clark—Approve the staff recommendation. Roll Call: Directors Clark, Goold, Jones, Kelly, Monk, Orzalli, Pierson, Scheidegger, AYE. Director Newcomer, absent. Motion passed.*

**5. Resolution No. 2012-71 – Disposal of Surplus Firearms—(Assistant Chief Scott Cockrum)**

- Sacramento Metropolitan Fire District or its predecessor agencies have employed Arson Investigators for many years. These investigators are sworn peace officers and are armed with firearms. Over the last fifteen or more years the district has purchased a variety of manufactures, models and calibers of firearms to meet the needs of the district, and maintain an as needed replacement rotation. The rotation has created a surplus of outdated firearms consistent with current needs.

The following firearm is being phased out and recommended for removal from the fixed asset inventory due to standardization. The firearm will be sold to Personal Defense Weapons of El Dorado Hills, FFL #9-68-017-07-2K-02311, for \$350.

<u>Make/Model</u>	<u>Caliber</u>	<u>Serial number</u>	<u>Condition</u>
Sig Sauer P239	.40cal	SA495250	Good

- Staff recommended the Board of Directors adopt the Resolution and surplus the listed firearm. Once removed, the firearm will be legally transferred to Mike Stewart and removed from the District fixed assets.
- **Board Action:**  
*Goold/Clark—Approve the staff recommendation and adopt the Resolution. Roll Call: Directors Clark, Goold, Jones, Kelly, Monk, Orzalli, Pierson, Scheidegger, AYE. Director Newcomer, absent. Motion passed.*

**6. Resolution No. 2012-72 – Lease Agreement with the United States Department of Interior, Bureau of Land Management for Fire Station 3 at 5148 Main Avenue, Orangevale, CA—(Larry Davis)**

- On March 24, 2012 the Sacramento Metropolitan Fire District and the United States Department of the Interior, Bureau of Land Management (BLM) entered into a Lease Agreement for Fire Station #33 located at 5148 Main Avenue, Orangevale, Ca. BLM will be utilizing the leased property to implement a returning veteran's job training program. The "Folsom Lake Fire Suppression Crew" will train veterans returning to civilian life for positions as members of a wildland firefighting hand crew. The facility will be utilized to conduct classroom training and house equipment.

- Leasing Details:
  - Term: 12 months
  - Monthly Rent: \$1,546.50
  - Annual Rent: \$18,558 per year
  - Type: Triple Net
  - Renewal: Two (2) one (1) year options to renew
  - Rent Escalation: \$0.10 per square foot escalation per year
- The District has made minor repairs to the building in preparation for leasing. The tenant will be responsible for all costs to operate the facility. Utilities will not be the responsibility of the District which will result in some savings on the utility costs the District is paying to maintain the building. The lease will result in a positive cash flow of approximately \$18,588 per year.
- The Board members emphasized the need for a sign or something permanent in front of the building to make the public aware that Fire Station 33 is a BLM Training Facility.
- Director Scheidegger stated that Station 33 is in his division and he hasn't heard any negative comments on the service. He felt it is good use of the property benefitting returning veterans.
- Staff recommended the Board of Directors adopt and approve the Resolution to enter into the Lease Agreement.
- **Board Action:**  
*Clark/Pierson—Adopt the Resolution. Roll Call: Directors Clark, Goold, Jones, Kelly, Monk, Orzalli, Pierson, Scheidegger, AYE. Director Newcomer, absent. Motion passed.*

## 7. Resolution No. 2012-73 – Taping of Closed Sessions

- Counsel Lavra referred to his two-page staff report and stated the Board Policies and Procedures adopted January 24, 2001, requires the Board Clerk to audio tape the Closed Sessions. Under California law, keeping a minute book and recording closed sessions by audiotape is discretionary.
- The regular practice of most local public agencies is to not record closed sessions by audiotape, but rather to properly agendize items for closed sessions, to properly report in public sessions the topics discussed in the closed session, to report a description of the action taken, along with a record of the vote of any action taken. In that way, the legal requirements of the Brown Act are met. Local agencies in this region have exercised their discretion not to tape closed sessions.

- In response to Director Orzalli, Counsel Lavra stated the minute book and the tape are both optional.
- General Counsel recommended adoption of the Resolution providing that the Board will no longer record by audiotape closed sessions of the Board of Directors.
- **Board Action:**  
*Goold/Orzalli—Adopt the Resolution amending the Board of Directors Policies and Procedures providing that the closed sessions of the Board of Directors shall no longer be recorded by audiotape, with a further amendment to include that a minute book will not be kept. Roll Call: Directors Clark, Goold, Jones, Kelly, Monk, Orzalli, Pierson, Scheidegger, AYE. Director Newcomer, absent. Motion passed.*

#### **PRESENTATION ITEM(S)**

- Fire Chief Henke displayed a plaque from retired Captain Jim Doucette on behalf of the Firefighters Burn Institute in appreciation of the District's commitment and support to improve burn care for recovering firefighters in our community in 2012.  
  
He also received a plaque for winning the most money in the Chief's Fill-the-Boot fundraiser.

#### **PRESIDENT'S REPORT—(Gay Jones)**

- Attended the Burn Institute Fundraiser for the Shriners Hospitals for Children last Saturday ("A Tropical Affair") which helps support burn victims. It's encouraging to see so many departments supporting the Burn Institute such as Metro Fire, the medical community, and our community at large.
- As an individual, she spoke in front of the Sacramento County Board of Supervisors in support of adding additional park rangers to the park budget. Any addition to public safety not only helps law enforcement but can also help the District in terms of community risk reduction by alleviating some of the calls to the District. As of now, the County Supervisors have approved an increase of two positions.



**FIRE CHIEF'S REPORT—(Fire Chief Henke)**

- Extended condolences to the Greeson family on the passing of retired Captain Mike Greeson. Services are pending.
- The District's Political Affairs Officer Rusty Dupray was involved in a motorcycle accident and suffered some shattered ribs and a broken collar bone but will be all right.
- May 1, 2012 – Staff attended the Sacramento Regional Conservation Corps breakfast. Ray Iverson and Chris Holbrook are working with the Corps and putting together grant applications for Hazard Mitigation Reduction and discussed the utilization of the District's two crew buses that were surplus.
- May 5, 2012 – Attended the Approval Authority Meeting for grants.
- May 6, 2012 – attended Feel the Heat - Fire Operations Training Demo at the Capitol for the legislators.
- June 8, 2012 – Attended the Sac Metro Chambers 17<sup>th</sup> Annual State of the Region Forum. Discussed the driving issues within the region relating to health care, job ratios, and what we need to do to improve our economy.
- June 9, 2012 – Attended the first annual Firefighters Burn Institute fundraiser event, "A Tropical Affair." Directors Jones, Goold, Kelly, and Scheidegger were there also.
- June 11, 2012 – Met with Mark Ghilarducci, the new Secretary of Cal EMA appointed by the Governor. Productive discussion regarding the Simulator System and the Zinfandel Project for USAR.
- June 13, 2012 – Attended the Rancho Cordova 2 x 2 meeting. Discussed the Sacramento Metropolitan Public Safety Foundation organized by Director Orzalli and created as a non-profit to raise funds for Burn Camp and different things throughout the region. It is an independent organization not controlled by the Sacramento Metropolitan Fire District.
- June 15, 2012 – League of Cities Public Safety Policy Committee Meeting. Sacramento County permits legal Safe and Sane Fireworks and has not experienced any problems. It is a benefit to the Boy Scouts and Girl Scouts and all these different fund raising groups. There is legislation at the State Capitol to approve Safe and Sane Fireworks between December 25 and January 1 for sale. Part of this legislation will allocate money for us to track the difference between Safe and Sane and illegal fireworks which will be paid for by the Fireworks Industry.

- He will be speaking at the Fire Works Task Force Press Conference which is the annual press conference prior to the 4<sup>th</sup> of July season about Safe and Sane Fireworks and safety.
- June 29, 2012 – Save the date for the Class 12-1 Recruit Academy Graduation.
- July 10 -13, 2012 – Fire Camp at Station 21. Refer questions to Brenda Briggs or Jason Wenner.

**Reinstatement** – May 29 – Firefighter James Pritchard

**Retirements** – June 1 – Firefighter Joseph Kitzero, 24 years  
Office Tech Elise Ladd, 5 years  
Captain Frank Miranda, 25 years  
Engineer Anthony Descalso, 23 years

**Engineer Promotions Effective June 5, 2012:**

Aaron Montgomery  
Kyle Senior  
Thomas Niklewski  
Jonathan Baclay  
Zach Taylor  
Bryan Dupertuis  
Patrick Andersen  
Jeffrey Incerty  
Chad Fortin  
Michael Martin  
Ryan Ross  
John Kendrick

**Battalion Chief Eligibility List** – Nine (9) successfully completed the exam process.

**Recruitment** – Single Role EMT & Single Role Paramedic – final filing date of June 29 by 5 PM

**OPERATIONS REPORT – Assistant Chief Darren Taylor****EMS –**

Statistics since the last Board meeting:

- Metro – 2,750 dispatches – transported 73% of the time.
- AMR – 908 dispatches – transported 71% of the time.

**Fire Incidents –**

- 15 structure fires since the last meeting.

**National Weather Service - Fire Weather Watch**

- Cautioned the community to be careful for the next two days in outdoor activities that could spark a fire. The dozer will probably be back in service Saturday morning. Copter 2 will be staffed Friday and Saturday.

**Red Flag Warnings –**

- Copter 1 participated June 9 in a reverse 9-1-1 large scale emergency drill in the El Dorado Hills area. The drill was a major success.

El Dorado Hills Fire Department enacted its reverse 9-1-1 which starts to call back the residents to advise them of the fire drill coming up the hillside and to evacuate their homes.

**GENERAL COUNSEL’S REPORT – John Lavra**

- None

**LOCAL 522 REPORT – Captain Jeff Hickman**

- Expressed gratitude on behalf of the Firefighters Burn Center for the great participation of those who attended “A Tropical Affair” fundraiser.
- In conjunction with the California Professional Firefighters (CPF), Local 522 set up the Fire Training Demo at the State Capitol with Metro Fire, Sacramento City Fire, and Cosumnes Fire conducting the event.
- Congratulated the Engineers who were promoted and the success of the personnel who made it onto the Battalion Chiefs list.
- Appreciated the support Metro Fire gave to deceased Engineer Porter by assisting Sacramento City Fire in their time of need.
- Expressed personal sadness on the passing of retired Fire Captain Mike Greeson.

**COMMITTEE AND DELEGATE REPORTS:****Executive Committee—(President Jones)**

- Next Meeting: June 28, 2012 – 5:45 PM

**Communications Center Delegate—(Deputy Chief Duane Arend)**

- Next Meeting: June 19, 2012 – 9:00 AM  
Location: 2101 Hurley Way, Sacramento CA

**California Fire & Rescue Training Authority—(Kelly)**

- Next Meeting: June 20, 2012 – 10:00 AM  
Location: California Emergency Management Agency, Media Room  
3650 Schriever Avenue, Mather CA 95655

**Finance Committee—(Monk)**

- Reported on today's meeting. Preliminary Budget was presented with more information to be available at the next Board meeting.
- Next Meeting: July 12, 2012 – 5:00 PM

**Policy Committee—(Orzalli)**

- Director Orzalli stated there is a potential that he will not be attending the next Meeting on June 28, 2012 – 5:00 PM

**BOARD MEMBER QUESTIONS AND COMMENTS:****Pierson:**

- Thanked Metro Fire and the Board for supporting the veterans and leasing out Station 33. He supported anything we can do for our returning veterans.

Along that note, he thanked the Board and our Department for supporting the training opportunity for young kids in the community to work in the hand crews when jobs are so hard to find.

**Scheidegger:**

- Always interested in the efforts of this Department to sustain the highest level of service by conducting our business in a business-like manner. Tonight at the Finance Committee, the grant funds showed a tremendous amount of success on the part of this agency in providing service. He thanked the staff for their hard work.

**Monk:**

- At the Finance Committee meeting today, it was impressive to note that staff is looking outside the box and into areas where we can continue to provide the service to our community. Medic fees and recovery of retroactive fees and other associated things amounts to an overall \$7.2 million of additional funding that will come into our District. Hats off to the staff that has worked on this and made the effort to capture the funding.

In addition, we are moving into the Fire Prevention Community Risk program and will be looking at the same type of effort there. We are headed in the right direction.

**Goold:**

- Offered his condolences to the family of Bill Porter. Thanked Local 522 for supporting and participating in helping Sacramento City Fire.
- Publicly recognized a couple who drove from Idaho with specialized equipment and accelerated the finding of Bill Porter. When asked what could be done for them, they didn't want anything. They saw a challenge and basically found a lost firefighter. This is an example of what Americans do.
- Welcomed back Tim Beard.
- It is Fire Camp again and it sounds like we have a way to get money. Encouraged big corporations in the communities to get involved in this endeavor and contribute (to the Sacramento Metro Public Safety Foundation). We have a lot of young people that can't go to camp because they don't have the funds. Extended kudos to Mr. Orzalli and stated this is a great opportunity to provide funding so he can locate these young people to go to Fire Camp.
- Thanked the men and women who go out on the basic calls every day to help people and make this organization proud.

**Orzalli:**

- Appreciated Fire Chief Henke mentioning the formation of the Sacramento Metro Public Safety Foundation. The fundamental idea is to provide a consistent way to fund special projects like Fire Camp. Thanked Larry Davis and the other participants in this great endeavor that has been a long time coming and he was honored to be involved in it.
- Thanked General Counsel John Lavra for his efforts. This initiative (recording closed sessions) has bothered him since he got here.
- Extended his appreciation to Assistant Chief Cockrum and his staff for the new website.
- Fire Chief Henke and he met today with the editorial board of the Sacramento Bee. It was a candid conversation but he felt it made a huge difference to try and clear up some of their perceptions.

**Kelly:**

- Everyone in the room deserves a hand in the work they do every day.
- Offered condolences to the Mike Greeson family.
- Enjoyed the “Tropical Affair” fundraiser.

**Jones:**

- Condolences to the Porter and Greeson families.
- Gave a recap of today’s Finance Committee meeting –
  - ✓ Projecting a 4% drop in property taxes in the upcoming budget
  - ✓ A 3% increase up to 12% for employee contributions, effective July 1.
  - ✓ From 7% to 9.5% for a 2.5% increase in CalPERS medical health care costs.

Everybody pulled together to help balance out these swings.

- Thanked Fire Chief Henke for supporting the Safe and Sane Fireworks Program. She also was in support of it and had a high degree of confidence in the program. It is probably the only fund raiser for many non-profit organizations.

**CLOSED SESSION 7:33 PM**

(Taken out of order after the Consent Agenda)

**RECONVENE TO OPEN SESSION 7:57 PM**

Report by General Counsel Lavra:

**1. PERSONNEL MATTER**

Pursuant to California Government Code Section 54957.9 (b) (1)

The Board was briefed. No action taken.

**ADJOURNMENT** –The meeting was adjourned at 8:00 p.m. with a moment of silence in memory of the Fire Safety personnel who passed away recently.

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Gay Jones, President

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Randy Orzalli, Secretary

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Charlotte Tilson, Clerk of the Board